



Open Door Pride  
P.O. Box 792  
Sturgeon Bay, WI 54235  
[info@opendoorpride.org](mailto:info@opendoorpride.org)

## Dear Vendor

Open Door Pride is now accepting vendor applications for our 8th annual Pride festival to be held Saturday June 29, 2024 10am-5pm In Martin Park, Sturgeon Bay.

The number of booths available for 2024 will make the traffic flow run smoother for people walking around the grounds. This definitely will help to increase visibility of the booths and help our visitors see your booth.

There are now two different types of spaces available to apply for:

- 10' x 10 'space: non food vendors, merchandise, non-profit,
- 10 x 20 space Food vendors
- You must provide your own tent and materials

Open Door Pride reserves the right to accept or reject any and/or all arts or crafts which do not appear to be original products or of questionable character. No BUY-SELL items are allowed.

If you want your verification sent to you other than email, please send a self addressed stamped envelope along with your application.

If you have any questions please feel free to contact us via email at [info@opendoorpride.org](mailto:info@opendoorpride.org)

### PLEASE NOTE:

- Open Door Pride will assign all booth spaces and can change these spaces up until the day before the event.
- Please double check your space number and location at the vendor booth before you start your setup.



## 2024 BOOTH AGREEMENT RULES AND REGULATIONS

### **General Rules**

- Open Door Pride will not allow live animals to be advertised, adopted or sold.
- Open Door Pride will assign all booth spaces and can change these spaces up until the day before the event. • Please double check your space number and location at the vendor booth before you start your setup. • Open Door Pride will make every effort to adhere to any special requests, but we cannot guarantee them. • These are not juried shows, however, Open Door Pride reserves the right to accept or reject any and/or all arts or crafts which do not appear to be original product or of questionable character. Therefore, please submit a photo of your work via email or send a photo along with your application. No **BUY-SELL** items are allowed.
- No smoking, use of inappropriate language or swearing on grounds during shows.
- Live animals must be approved ahead of time. All dogs must be leashed and up to date on all shots.
- Vendors are responsible for cleaning up the area immediately surrounding their tent or booth for the duration of the event. • All vendors will be responsible for providing their own tables, chairs and tents that would fit within their space, and any necessary permits.

### **Arrangement of Exhibits**

- Exhibitors must agree to arrange their booths so as not to obstruct the general view or hide exhibits of others.

### **Installation of Exhibits**

- Arrangement of exhibits and removal of all boxes, crates, and set-up supplies must be completed by 10:00 a.m. You will be required to stay set up till 5 pm unless otherwise approved.
- Tent stakes cannot be longer than 6 inches. All tents must be staked and weighted down.

### **Care of Property**

- Acceptance of exhibit space makes it obligatory on the part of the exhibitor and his/her employees that he/she or they shall not deface, or mar the property that is owned by the City of Sturgeon Bay. Any damage done shall be made good by them to the City of Sturgeon Bay.

### **Insurance**

- Exhibitors wishing to insure their goods must do so at their own expense. Open Door Pride and the City of Sturgeon Bay assumes no responsibility for the safety of the property of the exhibitor, its officers, agents, or employees, from theft, damage by fire, accident, or other causes, but will assume all reasonable care to protect them against such loss.

### **Restrictions**

- Open Door Pride reserves the right to restrict exhibits which, because of noise, or for any other reasons, become objectionable, and also to prohibit an exhibit, which, in their judgment, may detract from the general character of the show. This reservation includes persons, things, conduct, printed matter, or anything of a character, which might be objectionable to the exhibit as a whole.

### **Liability**

- Open Door Pride shall not be liable for the nondelivery of space if non-delivery is due to one of the following causes: by reason of the destroyed by fire, act of God, public enemy strikes, weather, the authority of the Law, or any cause beyond their control. • You may not 'sell' or give away your space to anyone else. Canceled space will be offered to the first party on the waiting list. If the space is filled, you will receive your payment back. If it cannot be filled, your payment will be forfeited. • \*PLEASE NOTE: No Glass Containers Allowed! According to Section 8.095(5) of the Sturgeon Bay Municipal Code: All liquid containers such as bottles, jars, glasses or drinking vessels or serving vessels of any description or shape which are made of glass, regardless of what liquid is contained therein, are prohibited in the park.



## 2024 Vendor Information Form

Return completed application with payment to: Open Door Pride ATTN: Pride Vendors  
P.O. Box 792 Sturgeon Bay, WI 54235

Please make checks out to Open Door Pride.

Credit Card payments are also accepted [Payment link here](#)

Name:

Business/Organization Name:

Address:

City: State: Zip:

Home/Business Phone: Cell Number:

Email:

Website:

Description of product:

Booth Options (Please check one):

\$75 10 x 10 non food vendor booth

\$200 10 x 20 Food vendor booth

**I agree to the all rules and regulations regarding participation in Open Door Pride**

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Vendor Representative's signature Date